

## Members

The Fairfax-Falls Church Community Services Board (CSB) Ethics Committee membership includes:

- Ethics Consultant
- Medical Director
- Consumers and family members

and representatives from:

- CSB leadership staff
- Mental Health, Mental Retardation, Alcohol and Drug Services and the Infant and Toddler Connection program
- the community



### Confidentiality Statement

All case consultations will be held in the strictest of confidence in accordance with the Code of Virginia 8.01-581.16 & .17, which addresses consumer confidentiality, privileged communication, and civil immunity.

## Contacts

For more information concerning the Fairfax-Falls Church Community Services Board Ethics Committee, please contact one of the following people:

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**Deputy Director**

**Chair, CSB Ethics Committee**

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This publication can be made available in alternative format upon request. Please call 703-324-7000 or TTY 703-802-3015 and allow a reasonable period of time for preparation of the material

*November 2004*



## Ethics Committee



*Our Community  
Our Commitment*

## Vision

"The Fairfax-Falls Church Community Services Board (CSB) is committed to the idea that thoughtful open-minded consideration and a structured discussion of ethical issues can help when certain matters are unclear or unsettled. In an attempt to provide a framework in which critical discussions of options can take place and thoughtful recommendations based on multiple perspectives can be developed in response to certain ethical issues, the CSB developed the Fairfax-Falls Church CSB Ethics Committee."

from CSB Ethics Committee Regulation, Number 1102.1

## Mission

The Fairfax-Falls Church CSB Ethics Committee is an important component of the CSB's Quality Management Plan. As such, the mission of the Ethics Committee is to:

- Foster an awareness of and provide support for dealing with ethical issues encountered by the Board and CSB staff
- Be responsible for case consultation and education in reference to ethical issues
- Review policies, regulations, and procedures when needed

## Who Can Access

The services of the Fairfax-Falls Church CSB Ethics Committee are available to any of the following people who identify an ethical concern in the service of a consumer or in the organization as a whole:

- CSB staff members
- Consumers of Fairfax-Falls Church CSB services
- Consumers' legally authorized representative



## Topics

There are many topics that would be appropriate for the ethics committee to consider. Although this list is not all-inclusive, some of the topics might include:

- End of life issues
- Treatment refusal
- Forcible treatment/discharge
- Allocation of resources
- Consumer autonomy and risk
- Consumer and family disputes
- Dual relationships/boundary issues
- Informed consent
- Duty to warn/inform
- Confidentiality

## How It Works

There are five steps in the Ethics Committee Case Consultation process:

### Step 1:

Any CSB staff member can request a formal case consultation. Any consumer or their legally authorized representative can take potential ethical issues to their case manager or their case manager's immediate supervisor, who will handle the request for case consultation.

### Step 2:

The CSB staff member who initiates a case consultation request also notifies the appropriate treatment team of the ethical concern. The treatment team will try to resolve the issue.

### Step 3:

If the initiator is not satisfied with the efforts of the treatment team, he or she notifies either the director of Mental Health, Mental Retardation, Alcohol and Drug Services, or the Infant and Toddler Connection program or the appropriate quality assurance director and submits an Ethics Committee Case Consultation Request Form.

### Step 4:

The Case Consultation Request Form is forwarded to the Chair and Vice-Chair of the Ethics Committee.

### Step 5:

If a genuine ethical concern is found to exist, the Ethics Committee meets, generates an action plan and provides feedback.